

FALL 2008 CONTINUUM



Are you looking to change directions in your career path? Are you a "Third Ager" – not ready to fully retire but wanting to do something new with your life? Or are you planning on staying where you are but want to enhance your skill set?

We have a variety of offerings that can help you chart a continuing educational course that is right for you. You might need to upgrade your computer skills and learn how to navigate in the new Office 2007 environment. Maybe you need to improve your person-to-person communications or health or learn how to better use that digital camera. Maybe you need to enrich your life with new perspectives on the world through a foreign language course, international dinner, drawing or music course. Register now and start a new course!

Vickie Richmond Hawkins
Director, Continuing Education
UW-Marathon County

What is a CEU?

Continuing Education Units, where indicated, may be awarded upon completion of a course. Ten hours is equivalent to 1.0 CEU. If you need a CEU certificate, request it at the time of registration.



Online Classes

When you see this computer symbol next to a course – it means the class is offered online for six weeks, and you will need internet access in order to register. CEUs are also awarded for online classes when requested at time of registration. Six-week online courses earn 2.4 CEUs.

Five Easy Ways to Sign Up for Classes



ONLINE: [www.uwmc.uwc.edu/
continuing_education](http://www.uwmc.uwc.edu/continuing_education)

Phone: (715) 261-6294

Fax: (715) 261-6333

Mail: Continuing Education Office, UWMC,
518 S. 7th Ave., Wausau, WI 54401

In Person: Continuing Education Office
Lower Level – Room 085, UWMC
from 8:00 AM – 4:30 PM, M-F

International Dinner/Lecture Registrations

An unpaid phone registration will only hold your space until the Wednesday before the dinner. If your fee has not been received by then, your registration will be cancelled.

Class Confirmations/Cancellations

Classes are filled on a first-come, first-served basis. You will be sent a confirmation if you request one or register online. Proceed to your class unless you hear from us otherwise.

We reserve the right to cancel any course that does not have sufficient enrollment.

Refund Policy

A full refund is automatically processed if you cancel ten days or more before the first class session, except for theatre trips. A cancellation fee of \$5 will be charged for cancellations nine days or less before the start of a course. Refunds for limited enrollment courses and theatre trips will be granted only if your space can be filled from a waiting list.

Refunds are not given once the class begins except for ONLINE courses. For online courses a refund, less \$5, will be given up to four working days after the course has begun.

Weather Conditions Resulting in Class Cancellation

Seldom does the University close due to weather conditions, but should this occur – we will notify those who have supplied us with a daytime phone number and/or email address. Arrangements will be made by your instructor with the class for a make-up session.

Looking for Instructors

Instructors interested in teaching for Continuing Education should send a resume and course proposal to the Continuing Education Office, UWMC, 518 S. 7th Avenue, Wausau, WI 54401 or email vickie.richmondhawkins@uwc.edu

Equal Opportunity

UW-Extension provides equal opportunities in programming, including Title IX requirements. Please advise at the time of registration if you're physically challenged and desire special accommodations.